

# LONDON CYCLING CAMPAIGN

## Board Meeting, 18<sup>th</sup> November 2013

LCC Office, 2 Newhams Row, London SE1 3UZ

### ACTIONS SUMMARY

Action	Who?	Item
Confirm agreement with Barnet LCC after the April AGM	Tony	1.2
Circulate awayday agenda and logistical arrangements	Ann and Ashok	5.2
Source a facilitator for part of the awayday	Ann	5.2
Table a 'situational snapshot' for the awayday	Ashok	5.2
Table a review of the AGM/elections plus recommendations for the future	Mel	
Ensure we purchase .london URLs	Ashok	6.4

### MINUTES

**Present:** Rachel Aldred (from Item 3.2), Mustafa Arif, Daniel Barnes, Ann Kenrick (Chair), Suzanne Fogg, Mel Grech (from Item 3.2), Tony Levene (Treasurer), David Love, Oliver Schick, Claire Wren (from Item 3.2)

**Apologies:** None

**In attendance:** Ashok Sinha

#### 1. Minutes of the 7<sup>th</sup> October 2013 Meeting (Accuracy & Matters Arising)

- 1.1 The minutes were approved with no amendments.
- 1.2 Item 1.3 (Barnet Group) was carried over; formal confirmation of the agreement with Barnet Group will occur at the Group's AGM in April.

**Action:** Tony to report confirmation when it occurs.

#### 2. Minutes of the 19<sup>th</sup> October 2013 Meeting (Accuracy & Matters Arising)

- 2.1 The minutes were approved with no amendments.

### MATTERS FOR DECISION

#### 3. Board Co-Options 2013/14

- 3.1 Legal Expertise: this was agreed to be a potential gap. Tony informed the meeting that a solicitor had been co-opted to FAC; the Board agreed that this co-option was a good start to addressing this organisational gap and to not seek to co-opt someone to the Board with a legal background at this stage.

- 3.2 The Board discussed whether or not to co-opt someone with HR expertise; it agreed to leave that option open for now and for Mel to review the situation by the time of the February Board meeting (bearing in mind her desire to move from HRC to IGC in due course).

#### 4. "Vision for London"

- 4.1 Oliver presented his proposal to create a Steering Group to carry forward the work he has done so far on this initiative, whose specific remit would be to create a "deployment plan".
- 4.2 It was agreed that this proposal should instead be considered at the awayday as part of the broader issue of improving our political/local campaigning.

### MATTERS FOR DISCUSSION

#### 5. 2013/14 Awayday

- 5.1 It was agreed that the awayday should be held at the offices of the Franco-British Council (courtesy of Ann) on Saturday 11<sup>th</sup> January, 10:00 – 18:00.
- 5.2 It was agreed that the awayday agenda should be (in no particular order):
- i. General review of our current status
  - ii. Communications Strategy
  - iii. IT (related to the above, but also including back office)
  - iv. Political Campaigning
  - v. Vision for London
  - vi. A social ride
- 5.3 It was agreed that we should seek a free/expenses-only facilitator for at least part of the day.

##### **Actions:**

- **Ann** and **Ashok** to draw up and circulate an agenda and logistical arrangements.
- **Ashok** to table a 'situational snapshot'.
- **Ann** to source a facilitator based on her personal contacts.

#### 6. AOB

- 6.1 It was agreed that the Board should consider the review of this year's AGM and trustee elections, an create a plan for improving the running of them in 2014, at its February meeting
- Action: Mel** to table here review and recommendations at the February meeting.
- 6.2 Ashok noted that Evans Cycles had now joined as a sponsor of Space for Cycling, and was already promoting it to its London customer base. The Board greatly welcomed this. Oliver asked that we not forget to continue to extend our hand to smaller/independent retailers.
- 6.3 Ashok noted that he had now confirmed with a number of other city-based campaigns, plus CTC, that we would be happy to help lead a national Space for Cycling campaigning effort and to make available LCC resources under a 'Global Commons' license.
- 6.4 **Action: Ashok** to ensure we purchase .london URLs when they become available for sale.

## **PAPERS NOTED**

- a. Management Accounts to end-August
- b. FAC Minutes
- c. C&AM Minutes
- d. IGC Minutes
- e. Staff Report